



Allegheny Service Center

Moorhead Memo

October 29, 2004

Editor: Larry L. Ridgway



THE VIEW FROM MY WINDOW

By Rick Murphy

Property Manager

NEW EMERGENCY GENERATOR INSTALLED!!

The modernization of the Moorhead Building's emergency power generator was substantially completed on October 8, 2004. There will be further work requiring electrical tie-ins and some elevators being taken out of service after hours over the next few weeks, but the generator is operating as designed. The results of our collective patience can be experienced in knowing that we now have emergency power generation equipment that can handle the short term power needs of a modern office building if, and whenever the need occurs.



MOVING ON

I am sure most everyone has heard that the Moorhead Building will be losing a major tenant in the near future.

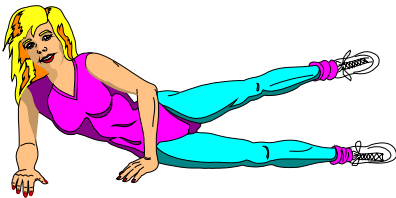
The Federal Mediation and Conciliation Service (FMCS) has moved to a new location in the Oxford Development Building in Downtown Pittsburgh. Our friends in the Small Business Administration will be moving to the 411 Seventh Avenue Building by the end of 2004. Long time Pittsburgher's know this building as the Chamber of Commerce Building. These moves are

necessary so that the major renovation of the Moorhead can move forward into the next phase of the construction project. These tenants will return to federal building when their newly renovated offices are ready for occupancy after the next phase of construction.

THANK YOU

Later in this edition of the Moorhead Memo Gina Waring will provide you with the details of the progress being made in the reconstruction of the building. I want to take time to acknowledge all the tenants of the Moorhead for your patience and understanding during this project. With all of the electrical and plumbing work causing power and water outages we know that this can be disruptive the operation of your agency. And we also know that it is difficult to schedule deliveries with the loading dock access being limited by the contractor activity in that area. We will always do our best to keep you informed in advance about those thing that have an adverse affect on your ability to service your customers. Likewise we ask that you lets us know about any project you may taking on that could impact our ability to serve you during the reconstruction of the building. Once again thank you for understanding and patience.

ON ANOTHER NOTE



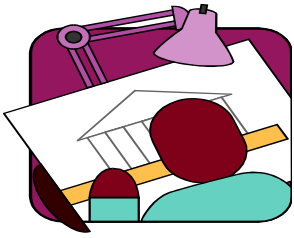
No pain No gain

Ever wonder what the noise you hear coming from Room 401 around lunchtime is? It is the “fit fix” lunchtime program. Held Mondays & Wednesdays 12:10 PM to 12:50 PM by Fitness for Life Group Exercise & Aerobics sponsored by the Federal Executive Board. There are also Yoga classes held on Tuesdays 12:10 PM to 12:50 PM. The classes are formatted for all fitness levels, so come and see just how much fun exercise can be!

My wife said I should join. I wonder if she is trying to tell me something.

Do not forget, I am always seeking your input on how to make the Moorhead Building a better place to work. If you have an idea or concern just call me at (412) 395-4823.





Moorhead Modernization Update

Gina M. Waring

The Moorhead Modernization project team met with tenant agency representatives on July 13 and provided a detailed update on the project status. Since beginning the modernization work on the Moorhead Building in April, we have successfully completed asbestos removal on floors 24 and 25. We have also isolated and begun asbestos removal on floors 21 through 23. To ensure the safety of our tenants, we have been continuously monitoring the air both within and outside the isolated areas. Air samples have been good and do not indicate any problems.

While work progresses on Phase I of the project, we continue our design work for the modernization of floors 1 through 12. On July 27 and 28, the project team will be meeting with representatives of agencies to be located on floors 1 through 12 for a 70% design review. This is an important milestone and your collaboration in this 70% design review is essential to ensuring your requirements are met.

We appreciate the continued cooperation of those agencies scheduled to move during Phase I of the modernization as their moves are crucial to the start of Phase II in February 2005. For your convenience, a complete forecast of agency moves, as well as copies of our routine air sample reports, can be found at www.gsa-projects.com by visiting the "Moorhead Modernization" section.

The next Tenant Meeting is scheduled for Tuesday, August 3, and the project team will be available to provide tenant agency representatives with an update on the status of the project and answer any questions.

Please feel free to contact GSA Project Manager Mike Ryer at (215) 446-4604 or mike.ryer@gsa.gov with any questions or concerns regarding the modernization project.



WILLIAM S. MOORHEAD FEDERAL BUILDING Building Modernization Underway!

THE PROJECT

Built in 1964, the William S. Moorhead Federal Building is home to 47 federal agencies and more than 2,500 occupants. The U.S. General Services Administration has awarded a \$53.8 million contract to Burchick Construction

Company Inc. of Pittsburgh for the modernization of the facility. The modernization will include:

- Overhaul of the Heating, Ventilating, and Air Conditioning Systems
- Upgrade of the electrical system
- Upgrade of the fire alarm system
- Renovation of the restrooms including plumbing and handicapped accessibility
- Asbestos Abatement
- Space Renovations to offices throughout the facility

PROJECT SCHEDULE:

<u>Construction Phase</u>	<u>Start</u>	<u>Completion</u>
Phase 1: Floors 21-25	April 2004	January 2005
Phase 2: Floors 19-20	February 2005	September 2005
Phase 3: Floors 12-18	October 2005	October 2006
Phase 4: Floors B2-6	November 2006	September 2007
Phase 5: Floors 7-11	October 2007	August 2008

Visit our website at www.gsa-projects.com for updates on our progress

We're Modernizing This Facility to Better Serve our Tenants and Visitors



ATM SECURITY TIPS

Safety at the ATM:

- Always observe your surroundings before conducting an ATM transaction. If possible, avoid using an outdoor ATM. They provide the least amount of security rendering you open to criminals looking for easy cash.
- Use an ATM inside a supermarket, convenience store, or police station. They provide consumers with the best protection because they are public places and they have ample lighting. Robbers look for places that are poorly lit (so they can hide) and, do not have many people around.
- If you have to use an outside ATM, use one in a well lit and visible location. Always make sure that there are no loiterers in the area. If so, leave immediately and find another ATM to use.
- Avoid reaching into your wallet or purse in front of the machine. Someone could snatch it while you are distracted.
- Always have your card out and ready to use when you approach the ATM. When you complete your transaction, take your money and leave. Do not count your money at the machine.
- If anything suspicious happens, cancel your transaction and leave the area.
- Beware of offers of help from strangers during an ATM transaction.
- If you must use an ATM after dark, have a friend go with you. There is always safety in numbers. Remember, many ATM robberies happen between 12 o'clock midnight and 6:00 a.m.
- Report all ATM crimes to the local police and the financial institution.

Security Precautions for Drive-Up ATM's:

- Keep the door locked, windows up and engine running at all times when waiting in line at a drive-up ATM.

- Keep a close eye on your rear and side view mirrors.
- Pull up as close as you can to the ATM so no one can walk on that side of your car.
- When possible, leave enough room between your car and the car in front of you so you can leave quickly if necessary.
- Before rolling down the window to use the ATM, observe the entire surrounding area. If anyone or anything appears to be suspicious. drive away at once.

FLU SHOTS !!



The long awaited information on the flu vaccinations has finally arrived. All of the information is included in the attachments. Flu vaccinations will begin **November 4th at 9AM until 1PM on a first come, first serve basis.** Flu vaccines will then be distributed every **monday and thursday from 8AM to 1PM without an appointment.** Any client who can not come on a monday or thursday may call the health unit to schedule an appointment after November 4th. Flu vaccinations will only be given to clients who are at **high risk**. According to FOH and CDC guidelines **high risk groups** meet one of the following criteria.

Persons **65 years** of age or older

Persons with **lung or heart problems** such as asthma, emphysema, stroke, or angina (High blood pressure and obesity, while chronic diseases, do not meet this criteria)

Persons with **diabetes**

Persons with **kidney failure**

Persons with a **suppressed immune system** (chronic steroid therapy, cancer chemotherapy, HIV infection, sickle cell anemia)

Pregnant women (this group will need forms filled out by their private physician before the vaccine will be given, please come to the health unit to obtain these forms if needed)

Persons with a **child at home less than 6 months of age**

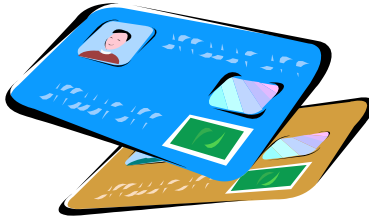
Health care workers with **direct patient contact**

Please remember that due to the **nationwide shortage** of the flu vaccine the CDC **does not recommend influenza vaccine for everyone this year.**

If you meet this criteria please bring the completed forms "Should I get a flu shot? Self-Screening Checklist for 2004 Flu Vaccine" and "Patient Acknowledgement and Screening for Influenza Vaccination." These forms are attached to this email and are also available at the health unit.

Thank you very much for your patience,

Jeanine Reid BSN, RN Nurse Coordinator



Credit Cards at the Federal Servery & POCH Café

We are happy to announce that we have installed swipe and go credit cards at the Federal Servery and the POCH café. Master Card, Visa, American Express, Discovery and Dinners Club cards will be accepted. Debit cards with a MC or Visa logo will also be accepted. Please stop on by and give them a try.

HUNGRY

Visit the Federal Servery

Located on the 2nd floor Moorhead

Federal Bldg

Stop by and try some of our new item's that are consistent with a
Low Carb Diet!

New Lower Carb Deli Bread

No Carb Blueberry Arizona Tea

And New "Your Health Your Way" Menu Items!

See our Menus @

www.Pittsburgh.feb.gov

Would you like the menu e-mailed to your office or home? Please send us a note at:

gsa-pittsburgh-foodpa@sodexhoUSA.com

Or call: 412-261-3660 Voice 412-261-2049 Fax